

## AMEDD Civilian Corps Chief Msg # 45----Happy Holidays!! (20 December 2013)

Happy Holidays All!!

Let me start off by wishing each of you the very best for the holidays and in the New Year! My wish is that you are blessed in the same degree as those you serve are blessed by you. Given the positive impact our AMEDD Civilian Corps as a key part of the Army Medicine Team has on our mission, if you are blessed as you bless others this will be a great holiday season and a terrific New Year!! I am so very proud to be associated with you as members of the Corps and the Team!

Next, I want to thank all of you who responded to my last message asking you to share with us what you are doing in your organization to support the Performance Triad. Some of the actions and activities folks are making happen are really creative, innovate, and sound like great fun in addition to the positive impact they will have on health and wellness. We are compiling the information and will post it to our website (<https://ameddciviliancorps.amedd.army.mil>) soon. We still have space so keep on sending us ideas that are having an impact where you are.

The balance of this message will cover a lot of topics in short bursts. I know you don't have time to read a FULL LENGTH message with Santa on his way, so here we go!

### RECOGNITION!

#### --ARMY MEDICINE WOLF PACK AWARD

1QFY14 -- Congratulations to the "Burn Resuscitation Decision Support System (BRDSS) Team" at US Army Institute of Surgical Research, Fort Sam Houston, TX, for winning the 1QFY14 Army Medicine Wolf Pack Award. The Team developed the Burn Navigator, a Federal Drug Administration approved capability that allows non burn trained clinicians to effectively treat severely burned patients in an area of operations and keep them alive on the battlefield. We are working with TSG to schedule a presentation ceremony.

--Congratulations too to the Arctic Baby Boomers of Bassett Army Community Hospital who received the 2013 Annual Wolf Pack Award statue on 11 December. Nice work Team!

You still have time to nominate a deserving Team of military and civilian members! See more under "Important Dates" a little later in this message.

### ACCOMPLISHMENTS!

--Congratulations to Francine McManis, Expanded Function Dental Assistant, Rader Dental Clinic, Ft Myer, VA, for receiving her Federal Career Service Award Certificate and pin for her 40 years of service. Thank you for your continued service in the Civilian Corps and Army Medicine!

--Thank you also to Eunice and Emery Thompson, both retiring from USAPHC, Aberdeen Proving Ground, MD, with combined federal service of over 75 years. Enjoy your Retirement!

--Congratulations to Michelle Zegarelli, from Ft Drum DENTAC for graduating from the highly competitive DoD Executive Leadership Development Program (ELDP).

NOTE: You can see pictures of the above recognitions by going to our website and clicking on "Award & Recognitions" under the "Civilian Corps Photos" tab.

--The great success of all our civilians just keeps coming! Congratulations to Joseph Keary, Irwin Army Community Hospital, Ft Riley, KS, for having your proposed presentation of the "Courtesy, Professionalism and Respect (CPR) and Customer Service" accepted as a session at the Clinical Laboratory Management Association (CLMA) Knowledge Lab 2014. Also, congrats on being selected as President of the CLMA in Kansas City!

--Hooah and congratulation to the winners of the FY13 Karen Wagner Leadership Award!

CATEGORY	WINNER	RMC/MSC
Active Duty	MAJ Susan M. Tallman	WRMC
US Army Reserve	CPT Kenneth T. Roberts	NRMC
HR Spec (Civ)	Mr. Pete Altman	AMEDDC&S
HR Spec (Mil)	Mr. Mario P. Sifuentes	HQ MEDCOM

These outstanding Human Resources professionals have demonstrated the characteristics of LTC Karen Wagner's professionalism and exemplary customer service and were selected from a group of highly qualified nominees for their characteristics of integrity, competence, and leadership.

#### CIVILIAN CORPS DCO TRAINING - Army Career Tracker (ACT) for Supervisors

A Reminder: We are hosting another set of DCO sessions in January on ACT for Supervisors. This training will assist supervisors in developing Individual Development Plans (IDPs) with their employees. We'll conduct these 30-45 minutes training sessions several times during the week of 13-17 January 2014 to accommodate different time zones and work schedules. We also plan to record at least one session and place the information on our website; however, changes in the DCO system have restricted that capability right now. We'll do our best to find a work around so folks that can't make a live session can view the recorded session. You can find the scheduled dates and times on our website under "What's New." Share this information with your supervisor! Remember that completion of your IDP in ACT will mean \$\$\$ in your organization's budget in the not-too-distant future so we strongly encourage all supervisors — BOTH CIVILIAN and MILITARY — who supervise civilians to join us for this training.

#### IMPORTANT DATES TO REMEMBER

10 JAN 14—Due date for applications for the 2nd Quarter FY 13 Wolf Pack Award. This award is given quarterly to a combined team of civilians and military (can include contractors but must have the other two) which makes a significant contribution to the Army Medicine mission. Details on the award and application are on the website under the "Celebrate Success" link.

15 JAN 14—Due date for applications to be a Civilian Corps Advisor. We have three upcoming board member vacancies on the 12 person board. If you are in CP53 in a Behavioral Health or Clinical Technical position or in certain non-CP53 career programs not included in another category you may want to apply. You can find details on the specific occupational series which fit into the 3 open categories, as well as instructions on how to apply on our website under the "What's New" link on the left side.

21 JAN 14—Due date for applying for the Harvard Senior Executive Fellows (SEF) Program. The course is open to GS 14/15 or equivalent levels. Eligibility is limited to permanent employees who have completed 3 years in a civilian position. Details on how to apply for the course are posted on our website under the (Guess Where!!!) "What's New" link.

#### COMING SOON - CIVILIAN CORPS BLOG

I know I've been telling you about this quite a while, and I think that the time is almost here—really! We're looking at a January 2014 rollout of our SharePoint Intranet site that will include a Blog. I'll write monthly articles focused on Health & Wellness in support of the Army Medicine Performance Triad. Send me any topics related to Health & Wellness that you think might be of interest to others around the Corps. We'll link to it from our Civilian Corps external website and send out an announcement when the site goes live. You can also check out our Twitter feeds at @AMEDD\_Civ\_Corps and @GreggStevensSES.

#### MY LEADERSHIP PHILOSOPHY

I have recorded a video to share my Leadership Philosophy thoughts with you. We have placed the video on our website "Video Library" in the "Social Media" area on the bottom left side of our main page. You can also view the video directly at YouTube: <https://www.youtube.com/watch?v=UVEiWcUCF4Q> <<https://www.youtube.com/watch?v=UVEiWcUCF4Q>> or DVIDS: <http://www.dvidshub.net/video/309835/leadership-philosophy-mr-gregg-stevens> <<http://www.dvidshub.net/video/309835/leadership-philosophy-mr-gregg-stevens>> . Remember, each of us has impact as a leader!

#### EDUCATION AND TRAINING

--A quick update on funding for training. Despite funding shortfalls, furloughs, and travel restrictions during FY13, we executed upwards of \$843,519 in CP53 alone, more when you count the \$\$ Corps members got from other career programs. We want to exceed that this FY.

-- FY14 Training:

- Effective 1 Jan 14, GoArmyEd (<https://www.goarmyed.com> <<https://www.goarmyed.com>> ) will replace the Resource Allocation Selection System (RASS) as the system to request Civilian training (centrally and command-funded training and professional development classes). GoArmyEd has created a series of instructional videos to guide folks through the process. They even posted a 10 minute user training video to YouTube - <http://www.youtube.com/watch?v=MiiX0VYgdlk> <<http://www.youtube.com/watch?v=MiiX0VYgdlk>> .
- Effective 1 Dec 13, employees can start creating training applications and SF182s for training with a start date of 1 Jan 14 or later.
- More details will be posted to the CP53 page on Army Career Tracker (ACT) at <https://actnow.army.mil> <<https://actnow.army.mil>> . I will provide more details on the process in future Corps Chief's messages.
- If you're not in CP53, I encourage you to check out your career program "landing page" in Army Career Tracker to find out more information on training opportunities and funding for your specific CP.

For those of you in CP53, I hope you have followed the guidance in previous Corps Chief's messages that talked about submitting your training requirements in response to the MEDCOM G-3 tasking asking for validated civilian training requirements. That window is closed. You may still submit requirements but there are some differences. Here are some things to remember:

- The requirement must be validated with a completed Individual Development Plan (IDP). A copy of the IDP must accompany the requirement submission. The process for completing an IDP has changed. Employees must complete their IDP in the Army Career Tracker (ACT) website (<https://actnow.army.mil> <<https://actnow.army.mil>> ). You can find additional information about ACT at <https://www.us.army.mil/suite/page/601000> <<https://www.us.army.mil/suite/page/601000>> .
- Legitimate mission-related requirements drive the process. The completed IDP is considered validation of the requirement. (See why supervisor attendance at the ACT training on DCO we mentioned above is so important??!!)
- If you have a validated requirement you can send a description and a copy of the completed IDP electronically to this address: [Pete.A.Altman.civ@mail.mil](mailto:Pete.A.Altman.civ@mail.mil) <<mailto:Pete.A.Altman.civ@mail.mil>> . This will begin the process so your need can compete for funding with the others we've received.
- Due to the continuing constraints on travel and conference attendance, we are still emphasizing local or online training. If you can find that type of training availability it will improve your chances. Doesn't mean conference/workshop/class training involving travel isn't possible; it's just more difficult and you should know that up front.

If you are not in CP53, your MEDCOM CP manager can help you with the processes for your program. To find out who your career program manager is, go to the AMEDD Civilian Corps website at <https://ameddciviliancorps.amedd.army.mil> <<https://ameddciviliancorps.amedd.army.mil>> and use the "Training and Development" link on the left side. Go to "Managing Your Career" and then to "Career Programs". The list is there. For security reasons this last link requires your CAC for access.

#### ON-LINE TRAINING OPPORTUNITIES

One of our Civilian Corps members shared with us that she is taking courses free on-line at [www.Coursera.org](http://www.Coursera.org) <<http://www.Coursera.org>> . Here is what she told us. " I am currently enrolled in the Global Health Course offered by the University of Geneva (Switzerland) and the Epidemic Course offered by Penn State University. Both are excellent with respect to content but do require a bit of time to complete. My classmates include people from all areas of the globe, all age ranges and with very diverse backgrounds." Another opportunity to continue to develop and grow our skill sets.

#### HR NEWS

FY 14 AWARDS GUIDANCE --Not much news to share, but our latest update this week from HQDA G1 on DoD FY14 Awards Guidance is that OSD is working minor changes but expects the guidance to be out in early January. HQDA would then issue Army guidance shortly after that. Stay Tuned!

#### SEXUAL HARASSMENT / ASSAULT RESPONSE AND PREVENTION (SHARP)

SHARP is important to all of us. While training and information may seem focused on our uniformed Teammates, we civilians must also remain aware and informed. Attend your organization's SHARP training sessions. Read the roles and responsibilities we all share to prevent sexual harassment and assault. Identify and act on ways to foster an environment where Sexual Harassment/Assault is not tolerated. Know how to respond if misconduct or allegations occur. The Army SHARP Program website at [http://www.sexualassault.army.mil/policy\\_reg\\_recent\\_changes.cfm](http://www.sexualassault.army.mil/policy_reg_recent_changes.cfm) <[http://www.sexualassault.army.mil/policy\\_reg\\_recent\\_changes.cfm](http://www.sexualassault.army.mil/policy_reg_recent_changes.cfm)> provides the latest policy updates and information. The SHARP Program Coordinator at your organization can also assist you. INTERVENE – ACT – MOTIVATE. Sexual assault and sexual harassment are absolutely contrary to the Army Values we espouse in our Army Civilian Corps Creed. We can't and won't tolerate it.

Guess that's it; I'll be back with you next year. In the meantime, holiday safety is absolutely key to keeping our Team together. If you live where ice and snow are the order of the day, careful driving is essential to keeping you and your family safe. The holidays also provide the opportunity (and sometimes the pressure) to imbibe in a bit of alcoholic holiday cheer. Remember that a little cheer goes a long way, and safety so you can enjoy future holidays is FAR MORE IMPORTANT than any excess might seem now. You've seen it before but I can't say it enough times, "Our Team is only as good as it is because of all its members. That means YOU!! So be safe and come back as the key part of the Team that you are now. The mission and the Team need you!" Enjoy the season and do so safely.

That's it for now. Take care and God bless.

gregg

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